



Mayor and City Council Worksession

Thursday, October 02, 2025 at 6:00 PM

Dacula City Hall, Council Chambers

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

Agenda

CALL TO ORDER AND ROLL CALL OF MEMBERS:

OLD BUSINESS:

- [1.](#) Rezoning & Special Use Permit Applications: 2025-CD-RZ-02 & 2025-CD-SUP-02

NEW BUSINESS:

- [2.](#) FFY - 2026 LMIG application
- [3.](#) FFY - 2026 CDBG application

MARSHAL UPDATE:

CITY ADMINISTRATOR UPDATE:

MEMBER COMMENT(S) / QUESTION(S):

ADJOURNMENT:

Memorandum

To: City of Dacula Planning Commission /
City of Dacula Mayor and City Council

From: H. Hayes Taylor Jr, City Planner

Date: August 25, 2025 (*Amended September 8, 2025*)

Subject: 2025-CD-RZ-02 & 2025-CD-SUP-02

Proposed Zoning: O-I (Office Institutional District)
Special Use Permit for Group Personal Care Home use.

Existing Zoning: R-1400 (Single-Family Residential District)

Size: 1.54 acres

Proposed Use: Group Personal Care Home

Applicant: Fanie Wehmanen
1312 Harbins Rd
Dacula, GA 30019

Owner(s): Fanie Wehmanen
1312 Harbins Rd
Dacula, GA 30019

Location: LL 298 – 5th District, Parcel 016

Existing Land Use and Zoning:

The subject parcel totals 1.54 acres and is located at 1312 Harbins Road, at the corner of the Brookton Chase Court and Harbins Road intersection. The site contains a split level, 1,739 square foot building, which contains four (4) bedrooms, two (2) bathrooms, and one (1) basement, with an attached 512 square foot wooden deck, a residential driveway, two (2) accessory storage structures, and approximately one (1) acre of sodded open space. The residential driveway is 53 feet long with varying width and provides one (1) point of egress onto Brookton Chase Court. Staff estimates that the driveway could provide space for up to four (4) vehicles.

The property is zoned R-1400 (Single-Family Residential District). Properties to the east, north, and west are zoned R-1400 (Single-Family Residential District, *City*), and are within the Brookton Chase subdivision. The parcel across Harbins Road to the south is zoned RA200 (Agriculture/Residence, *County*).

The Proposed Development:

The applicant has requested to rezone the 1.54-acre parcel from zoned R-1400 (Single-Family Residential District) to O-I (Office Institutional District) with a special use permit to allow for group personal care home use. The Zoning Ordinance requires that group personal care homes have at minimum an O-I zoning classification and a Special Use Permit (Article IX, Section 904). Staff notes that the property previously contained a legal nonconforming group personal care home.

Application materials state that the requested rezoning and Special Use Permit do not propose redevelopment, or significant improvements to the property. The letter of intent states that the proposed group personal care home seeks to accommodate up to six (6) residents and provide care in a residential setting. The site currently provides approximately 850 square feet of outside parking space, and 426 square feet of garage space. Additional parking may be needed if future residents are active automobile drivers.

Staff notes, the Georgia Department of Health (GDH) is responsible for determining the proposed group personal care home's compliance with state law and GDH requirements. Although the personal care home license is issued by the Georgia Department of Health, the City of Dacula oversees the issuance of the Certificate of Occupancy. Prior to issuance of the Certificate of Occupancy, Gwinnett Environmental Health must certify the capacity of the septic system is permissible. . The application indicates that the proposed personal care home use will continue to use the existing septic system.

Summary:

The site is suited for residential and neighborhood services, such as personal care, given the previous group personal care home use on the subject parcel. The proposed group personal care home use could be considered compatible with the surrounding residences, as long as the parcel is not further developed for more intense institutional uses, and the existing structure retains its residential character. For these reasons, Staff recommends the requested rezoning be approved with conditions.

Comprehensive Plan:

The proposed development falls within the Dacula South Character Area (City of Dacula 2050 Comprehensive Plan pg. 65). The Dacula Downtown character area land use and zoning considerations call for the maintenance of existing residential character and for small neighborhood commercial where appropriate (pg. 65). The Guidance for Rezoning by Character Area table calls for R-1400CSO, R-1400, and TRD in Dacula Southern, and does not call for O-I (pg. 69).

The analysis of the application should be made based upon the "Standards Governing Exercise of the Zoning Power" as stated in Section 1702 of The 2000 Zoning Ordinance of the City of Dacula.

1. *Whether the proposed rezoning, and special use permit will permit a use that is suitable in view of the use and development of an adjacent and nearby property?*

With the proper conditions, the proposed rezoning and special use permit could be considered consistent with the adjacent and nearby residential uses along Harbins Road and within the Brookton Station subdivision. The proposed special use permit and rezoning do not require redevelopment of the property. Maintaining the existing structure and property characteristics would not create additional visual impact.

2. *Whether the proposed rezoning, and special use permit will adversely affect the existing use or usability of adjacent or nearby properties?*

If approved, the recommended conditions would help mitigate any negative future impacts on the surrounding properties.

3. *Whether the property to be affected by the proposed rezoning, and special use permit has a reasonable economic use as currently zoned?*

Yes, the property has reasonable economic use as currently zoned.

4. *Whether the proposed rezoning, and special use permit will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools?*

The proposed use is not expected to increase the burden of use for utilities, existing streets, transportation facilities, or schools.

5. *Whether the proposed rezoning, and special use permit request is in conformity with the policy and intent of the Land Use Plan?*

The subject parcel is within the Dacula South Character Area of the City of Dacula's Future Land Use Map. The principal object of the character area is to "maintain existing character," while allowing for small scale neighborhood "commercial and community amenities" when suitable (Dacula 2050 Comprehensive Plan pg. 65). Furthermore, the subject property has a history of group personal care home use. As such, the proposed development could be considered appropriate at this location (City of Dacula 2050 Comprehensive Plan, pg. 61). Staff notes that the proposed zoning classification, Office-Institutional District (OI), is not included as a recommended zoning code.

6. *Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning, and special use permit?*

The property has a history of neighborhood businesses on site. Chateau Flooring Inc. received a home occupation license in 2014. Subsequently, the subject parcel served as a group personal

care home, Harbins Care LLC, from 2015 to 2020. Group personal care home use and other office-institutional uses could be considered compatible with the surrounding neighborhood character, given the half a decade of precedent for home business at the subject address.

Recommendation:

Based upon the applications, the requested rezoning, and special use permit for group personal care home use are recommended for approval with the following conditions:

The Department notes the Planning Commission recommended approval with staff's recommended conditions, which carried, 4-0, for the requested rezoning at the August 25, 2025, Planning Commission Hearing.

Land Use and Concept Plan

1. Any modifications to the existing property improvements (ex: redevelopment, paint, repairs, additions, concrete, asphalt, etc.) shall be reviewed and approved by the Planning & Development Department.
2. The site shall be limited to the following uses:
 - a. Offices, Business or Professional.
 - b. Group Personal Care Home.
3. A letter from Gwinnet County Environmental Health certifying the number of residents supported by the septic system shall be required prior to Certificate of Occupancy issuance for a group personal care home.
4. No outdoor storage shall be permitted on site.
5. No drive-thru or gas station uses shall be permitted.
6. The building must be compliant with the latest ratified International Building Code standards & Americans with Disabilities Act (ADA) accessibility guidelines prior to Certificate of Occupancy issuance.

Sign and Advertisement

7. Oversized signs or billboards shall not be permitted.
8. No tents, canopies, temporary banners, streamers or roping decorated with flags, tinsel, or other similar material shall be displayed, hung, or strung on the site without appropriate permit(s). No decorative balloons or hot-air balloons shall be displayed on the site.
9. Live human advertisements shall be prohibited within the subject area. This includes, but is not limited to, sign spinners, twirlers, dancers, clowns, and / or other similar temporary advertising methods commonly provided by costumed or animated humans.

10. Blinking, exposed neon, electronic messaging, scrolling, portable, and inflatable signage shall be prohibited.

Landscape and Parking

11. Any parking expansion shall require a parking plan to be submitted to the Planning & Development Department for review. The parking expansion shall accommodate the number of proposed driving residents, employees, and personal care home vehicles. Article 10, Section 1002 of the Zoning Resolution requires that rooming and boarding facilities have at minimum one (1) parking space per bedroom.
12. Parking lot and security lighting shall be directed towards the property to minimize the adverse impact on neighboring properties.
13. The backyard shall be enclosed by a secure fence with a minimum of six (6) feet in height. The fence should include a security or alarm feature for resident safety. The proposed fence location and materials must be reviewed and approved by the Planning and Development Department prior to permit issuance and construction.
14. The proposed fenced area shall be landscaped to provide adequate shade for residents and staff. The landscape plan is subject to the approval of the Planning & Development Department.

Waste Management

- 15. Commercial sanitation services shall be arranged between the business and a franchised solid waste contractor per Chapter 22, Section 22-6. Trash receptacles and/or dumpsters shall be enclosed and screened from the rights-of-way. Enclosures shall remain closed, locked and in good repair at all times.**



City of Dacula
P. O. Box 400
Dacula, GA 30019
(770) 962-0055 / Fax (770) 513-2187

Item 1.

REZONING/ CHANGE OF CONDITIONS/ SPECIAL USE PERMIT APPLICATION

AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF DACULA, GEORGIA.
(Please Type or Print using BLACK INK)

APPLICANT *	PROPERTY OWNER *
NAME <u>Fanie Wehmanen</u>	NAME <u>Fanie Wehmanen</u>
ADDRESS _____	ADDRESS <u>1312 Harbins Rd.</u>
CITY _____	CITY <u>Dacula</u>
STATE _____ ZIP _____	STATE <u>GA</u> ZIP <u>30019</u>
PHONE <u>770 461 3897</u> FAX <u>561 859 4172</u>	PHONE <u>(561) 859 4172</u> FAX _____

APPLICANT IS THE:

- ☐ OWNER'S AGENT
☒ PROPERTY OWNER
☐ CONTRACT PURCHASER

CONTACT PERSON Fanie Wehmanen

COMPANY NAME Gifted Hands Personal Care Home

ADDRESS 1312 Harbins Road

Dacula, GA 30019

PHONE (561) 859 4172 FAX _____

EMAIL Fanie.nurse@gmail.com

* Include any person having a property interest
and/or a financial interest in any business entity having
property interest (use additional sheets if necessary).

PRESENT ZONING DISTRICT(S) Residential REQUESTED ZONING DISTRICT DL

LAND LOT(S) _____ PARCEL # 5298 016 DISTRICT(S) _____ ACREAGE _____

PROPOSED DEVELOPMENT OR SPECIAL USE REQUESTED

Special use permit for group Personal Care Home

RESIDENTIAL DEVELOPMENT:

NO. OF LOTS/DWELLINGS UNITS _____

DWELLING UNIT SIDE (SQ. FT.) _____

NON-RESIDENTIAL DEVELOPMENT:

NO. OF BUILDINGS/LOTS _____

TOTAL GROSS SQ. FEET _____

LETTER OF INTENT & LEGAL DESCRIPTION OF PROPERTY

*** PLEASE ATTACH A "LETTER OF INTENT" EXPLAINING WHAT IS PROPOSED and
TYPED "LEGAL DESCRIPTION" OF PROPERTY TO BE AMENDED ***

CASE NUMBER

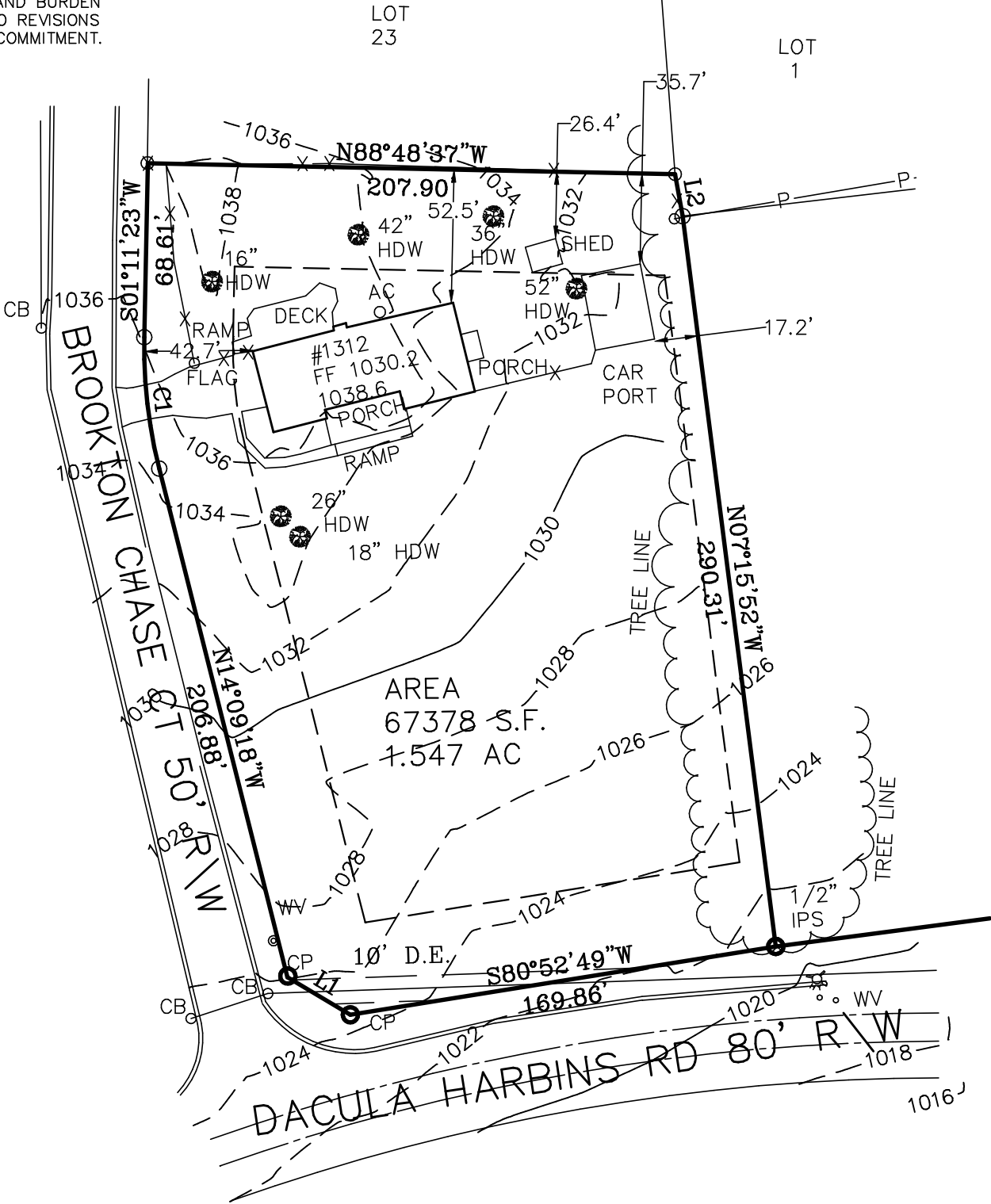
ALL MATTERS OF TITLE ARE EXCEPTED. THIS PLAT IS SUBJECT TO ALL LEGAL EASEMENTS AND RIGHTS-OF-WAY PUBLIC OR PRIVATE.

NOTE: PROPERTY LINES SHOWN ON THIS SURVEY/PLAT REPRESENT PHYSICAL FIELD CONDITIONS BY EVIDENCE OF APPARENT POSSESSION (IRON PINS FOUND, OLD & ESTABLISHED FENCE LINES, OLD WALL LINES, SHRUB & HEDGE LINE, HOUSE LOCATIONS, ETC.) THEY MAY DIFFER AND BE IN CONTENTION FROM EVIDENCE FOUND AT THE APPLICABLE COUNTY COURTHOUSE. THEY MAY ALSO DIFFER FROM OTHER SURVEYOR OPINIONS AND/OR NEIGHBORS SURVEYS/PLATS. A FULL LAND TITLE REPORT OPINION ON ALL PROPERTIES, INCLUDING ADJACENT AND CONTIGUOUS PROPERTIES MAY BE NEEDED TO RESOLVE ALL POSSIBLE PROPERTY LINE DISPUTES OR DISCREPANCIES.

THIS SURVEY WAS MADE WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT. EASEMENTS AND ENCUMBRANCES MAY EXIST WHICH BENEFIT AND BURDEN THIS PROPERTY. THIS SURVEY IS SUBJECT TO REVISIONS AND UPDATE UPON RECEIPT OF SAID TITLE COMMITMENT.

CURVE TABLE				
CURVE	LENGTH	RADIUS	CHORD	DIRECTION
C1	52.29	195.23	52.13	S06°28'57"E

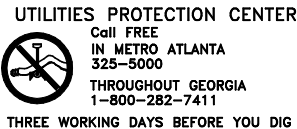
LINE_TABLE		
LINE	LENGTH	BEARING
L1	28.83	N59°10'41"W
L2	16.80	N10°08'18"W



LEGEND

○ IPF=IRON PIN FOUND
○ IPS=IRON PIN SET
R/W=RIGHT OF WAY
MAG= MAGNETIC
P.O.B.=POINT OF BEGINNING
B/L=BUILDING LINE
D.E.=DRAINAGE EASEMENT
N/F=NOW OR FORMERLY
P = PREVIOUS
E = EXISTING
P/P = POWER POLE
PRP = PER REFERENCE PLAT

DECLARATION IS MADE TO ORIGINAL PURCHASER OF THE SURVEY. ANY USE BY THIRD PARTIES IS AT THEIR OWN RISK.
SURVEY IS VALID ONLY IF PRINT HAS ORIGINAL SEAL AND ORIGINAL SIGNATURE OF SURVEYOR.



CLOSURE DATA
FIELD CLOSURE=1"IN 35,000+
ANGLE POINT ERROR=<NA
EQUIPMENT USED=TOTAL STATION GPS
ADJUSTMENT METHOD=NONE STARNET GPS
PLAT CLOSURE=1"IN 100,000+

THIS PROPERTY DOES LIE WITHIN A 100 YEAR FLOOD PLAIN ACCORDING TO REFERENCE PLAT.

SET BACKS	
FRONT	35'
SIDE	10'
REAR	40'

CURRENT SETBACKS SHOULD BE VERIFIED THRU ZONING DEPT PRIOR TO DESIGN OR CONSTRUCTION.

PREPARED FOR:

Fanie Wehmanen

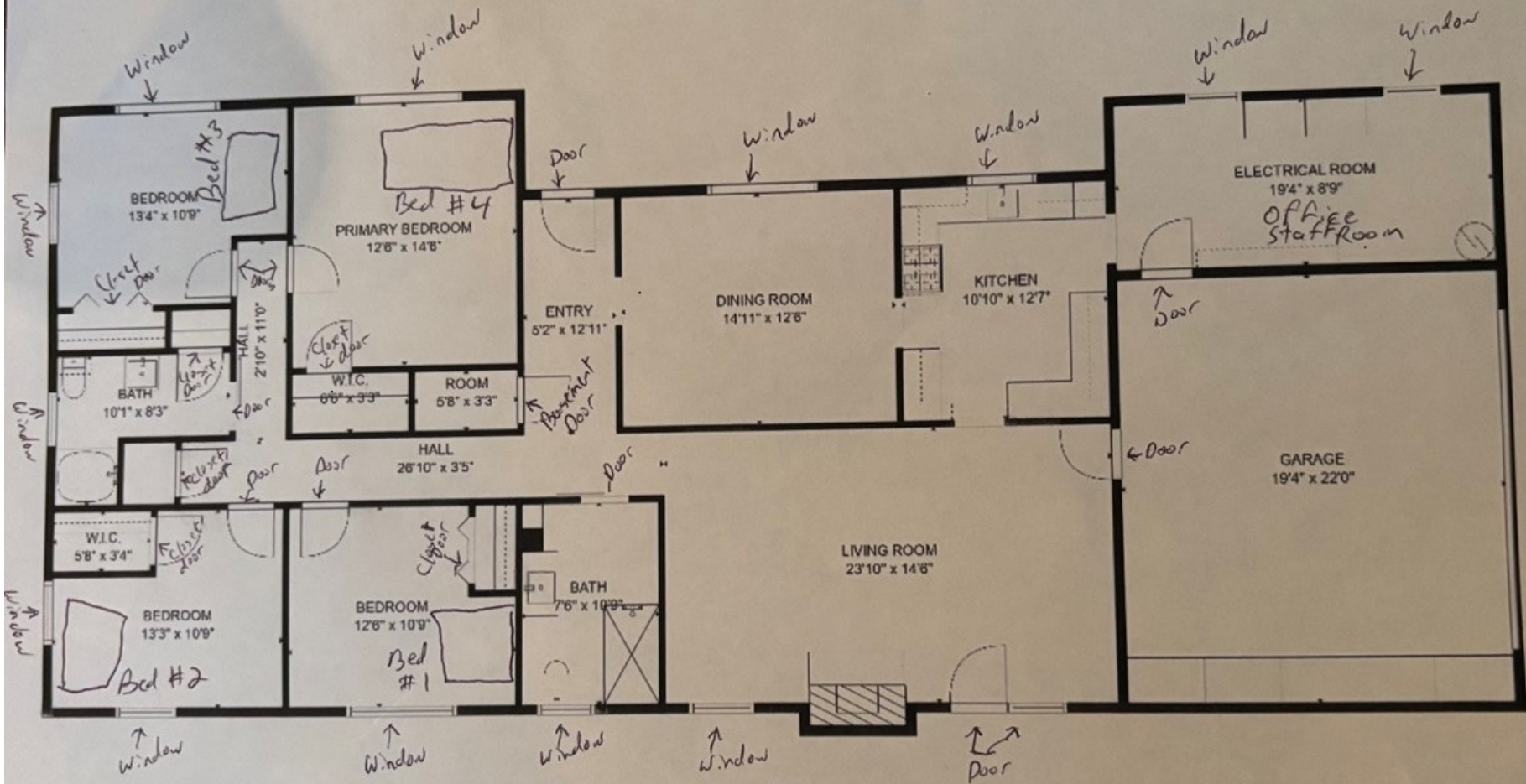
IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

1312 Harbins Rd., Dacula, GA

LOT: NA	LAND LOT: 298	DATE: 07/23/25
BLOCK:	DISTRICT: 5 TH	
SCALE: 1"=60'	COUNTY: GWINNETT	JOB NO: 1312HARB\25

SAWHNEY & ASSOCIATES
523 HASTINGS WAY JONESBORO GA 30238
PH.# (678)-500-4356





TOTAL: 1739 sq. ft
FLOOR 1: 1739 sq. ft
EXCLUDED AREAS: GARAGE: 426 sq. ft, ELECTRICAL ROOM: 169 sq. ft, FIREPLACE: 7 sq. ft
WALLS: 134 sq. ft

FLOOR PLAN CREATED BY CURICASA APP. MEASUREMENTS DEEMED HIGHLY RELIABLE BUT NOT GUARANTEED.

Letter of Intent for Establishing a Personal Care Home

July 09, 2025

City of Dacula ,

Purpose

The purpose of this LOI is to outline the preliminary intentions is to utilize the Property as a residential Personal Care Home designed to accommodate up to six (6) residents, providing 24-hour care, supervision, meals, and assistance with activities of daily living.

Business Model

The proposed care home will operate as a private pay residential care home, targeting adults aged 65 and older, including elderly individuals and those with physical or cognitive limitations who require more one on one care than a assisted living can provide in a home-like setting.

Licensing

The Operator will comply with all applicable local and state regulations, including obtaining a license from the Georgia Department of Community Health to operate a Personal Care Home for six or fewer residents. We will obtain a CO from our county, State license from DCH, and a county business license and revenue.

Term and Use of Property

Intended Use: Residential Personal Care Home

Proposed Start Date: September 2025

Lease/Purchase Option: Purchased Property .

Modifications: Minor modifications or improvements may be made as necessary to comply with regulations and safety codes. Property owner has approved all modifications.

Confidentiality

Both parties agree to keep the content of this LOI and any related discussions confidential, unless disclosure is required by law or regulatory authorities.

Non-Binding Agreement

This Letter of Intent is non-binding and is intended only as a statement of the current intentions of the parties. A formal agreement outlining all terms and conditions will be executed after further due diligence, negotiation, and consultation with legal counsel.

Next Steps

We are prepared to:

- Submit a formal business proposal and licensing plan
- Conduct an inspection of the property
- Execute all the rules and requirements of the city of Dacula.
- Provide documentation of compliance for all rules and regulations to the city of Dacula

Thank you for your consideration.

Sincerely,

Use Permit Application Responses for Personal Care Home
Property Address: 1312 Harbins Road, Dacula, GA 30019

A. Whether a proposed zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property

Yes, the proposed zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.

The subject property is well-suited for a Personal Care Home use. The surrounding area consists primarily of residential properties, which aligns with the nature of a Personal Care Home that provides housing and care in a residential-like setting. The home is designed to blend seamlessly with the existing neighborhood, preserving the residential character while offering much-needed support services to elderly or disabled individuals in a safe and compassionate environment.

Furthermore, this proposed use does not involve any industrial, high-traffic commercial, or disruptive activities. It supports the quiet enjoyment of surrounding properties and adds value by addressing a growing need for quality senior care in the community. The use is consistent with nearby low-density residential development and complies with the intent of the zoning district.

B. Whether a proposed rezoning will adversely affect the existing use or stability of adjacent or nearby property

No, the proposed rezoning will not adversely affect the existing use or stability of adjacent or nearby property.

The proposed rezoning is consistent with the residential nature of the surrounding area and is intended to maintain the property's appearance and function as a single-family home. The home will be operated in a manner that respects the character of the neighborhood, with minimal traffic, no signage that detracts from residential aesthetics, and no commercial disruptions.

The Personal Care Home will provide a safe and supportive living environment for a small number of residents, typically no more than 6, which is in line with low-density residential development. This use enhances neighborhood stability by offering a compassionate and regulated care option for aging or disabled individuals without introducing any elements that would negatively impact neighboring properties. Local, state, and fire safety regulations will be strictly followed to ensure safety and compliance.

C. Whether the property to be affected by a proposed rezoning has a reasonable economic use as currently zoned

Yes, the property has a reasonable economic use as currently zoned; however, the proposed rezoning enhances its economic utility by allowing a use that meets an important community need.

The property is currently zoned for residential use and could reasonably be used as a single-family residence. However, rezoning to allow a Personal Care Home increases the property's

Additionally, there is a recognized shift in healthcare policy and consumer preference toward less institutional, more home-like environments for senior care. The proposed Personal Care Home use aligns with these evolving standards, providing a needed service while maintaining the residential integrity of the neighborhood.

There are no environmental constraints or incompatible neighboring land uses that would hinder the successful or harmonious development of the property as a Personal Care Home. The property size, layout, and surrounding infrastructure all support this use, making it a responsible and community-oriented zoning decision.



City of Dacula

P. O. Box 400
Dacula, GA 30019
(770) 962-0055 / Fax (770) 513-2187

IMPACT ANALYSIS STATEMENT

As required by the Zoning Resolution of the City of Dacula, the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to the unrestricted use of property and shall govern the exercise of the zoning power. **ALL APPLICATIONS MUST BE COMPLETED WITH THE COMPLETED IMPACT ANALYSIS STATEMENT.**

DATE July 1, 2025

APPLICANT Farie Wehmanen

- A. Whether a proposed rezoning will permit a use that is suitable in view of the use and development of adjacent and nearby property: Yes, the proposed zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- B. Whether a proposed rezoning will adversely affect the existing use or usability of adjacent or nearby property: No, the proposed rezoning will not adversely affect the existing use or usability of adjacent or nearby properties.
- C. Whether the property to be affected by a proposed rezoning has a reasonable economic use as currently zoned: Yes, the property has a reasonable economic use as currently zoned; however, the proposed rezoning enhances its economic utility by allowing a use that meets an important community need.
- D. Whether the proposed rezoning will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools. No, the proposed rezoning will not result in a use which will cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools.
- E. Whether the proposed rezoning is in conformity with the policy and intent of the Land Use Plan: Yes, the proposed rezoning is in conformity with the policy and intent of the land use plan.
- F. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning: Yes, there are existing and changing conditions that support approval of the proposed rezoning.

Legal Description of Property

1312 Harbins Road, Dacula, Georgia 30019

Gwinnett County, Georgia

All that tract or parcel of land lying and being in Land Lot 298 of the 5th Land District, Gwinnett County, Georgia, and being a tract consisting of 1.535 acres, more or less, located at 1312 Harbins Road, City of Dacula, Georgia, more particularly described on that certain plat of survey prepared by R&V Surveying, Inc., Georgia Registered Land Surveyor, dated October 26, 2001, and being further described as follows:

Commencing at a point located 217.18 feet along the right-of-way of Dacula Harbins Road from the intersection of Brookton Drive and Dacula Harbins Road, and extending along Dacula Harbins Road:

- South 80 degrees 52 minutes 49 seconds West for a distance of 169.86 feet to a point;
- Thence North 59 degrees 70 minutes 41 seconds East for a distance of 28.23 feet to a point;
- Thence North 14 degrees 4 minutes 15 seconds West for a distance of 214.87 feet along the proposed Brookton Chase Court to a point;
- Thence North 6 degrees 7 minutes 13 seconds West for a distance of 44.53 feet to a point;
- Thence North 1 degree 71 minutes 23 seconds East for a distance of 68.61 feet to a point;
- Thence South 88 degrees 48 minutes 37 seconds East for a distance of 207.90 feet to an iron pin;
- Thence South 10 degrees 8 minutes 18 seconds East for a distance of 16.80 feet to an iron pin;
- Thence South 7 degrees 15 minutes 52 seconds East for a distance of 290.31 feet to the Point of Beginning.

Said property is subject to all applicable zoning ordinances, easements, and restrictions of record.



City of Dacula

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Dacula, GA 30019

(770) 962-0055 / Fax (770) 513-2187

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Contributions (All which aggregate to \$250.00+)	Contribution Date (within last 2 years)
NA		

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Description of Gifts (Valued aggregate \$250.00+)	Date Gift was Given (within last 2 years)
NA		

(Attach additional sheets if necessary to disclose or describe all contributions/gifts)

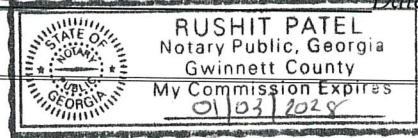
APPLICANT CERTIFICATION

The undersigned is authorized to make this application and is aware that if an application is denied, no application or re-application affecting the same property shall be acted upon within twelve (12) months from the date of last action unless waived by the City.

Signature of Applicant [Signature] Date 7/9/25

Type or Print Name/Title Fannie Welmanen

Notary Public [Signature] Date 07/09/2025

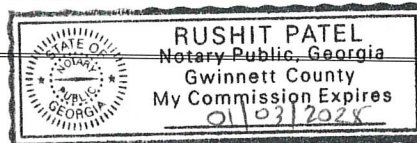
**PROPERTY OWNER CERTIFICATION**

The undersigned, or as attached, is the record owner of the property considered in this application and is aware that if an application is denied, no application or re-application affecting the same land shall be acted upon within twelve (12) months from the date of last action unless waived by the City.

Signature of Property Owner [Signature] Date 7/9/25

Type or Print Name/Title Fannie Welmanen

Notary Public [Signature] Date 07/09/2025

**FOR ADMINISTRATIVE USE ONLY**

DATE RECEIVED _____ RECEIVED BY _____ FEE _____ RECEIPT # _____

LAND LOT _____ DISTRICT _____ PARCEL # _____ HEARING DATE _____

ACTION TAKEN _____

SIGNATURE _____ DATE _____

STIPULATIONS _____



City of Dacula
P. O. Box 400
Dacula, GA 30019
(770) 962-0055 / Fax (770) 513-2187

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Contributions (All which aggregate to \$250.00+)	Contribution Date (within last 2 years)
NA		

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Description of Gifts (Valued aggregate \$250.00+)	Date Gift was Given (within last 2 years)
NA		

(Attach additional sheets if necessary to disclose or describe all contributions/gifts)

Property for Use Permit Application: 1312 Harbins Rd. Dacula, GA 30019
Parcel # 5298 016

RE: Address List of Properties Notification was Sent to

Timothy Montgomery
1322 Harbins Rd.
Dacula, GA 30019

1269 Brookton Chase Ct
Dacula, GA 30019

Clackdell LLC
1311 Harbins Rd.
Dacula, GA 30019

Clack Billy J & Sandra C
1285 Harbins Rd.
Dacula, GA 30019

Home SFR Borrower LLC
1295 Brookton Dr.
Dacula, GA 30019

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
Dacula, GA 30019	
Certified Mail Fee \$5.30	0726 04
Extra Services & Fees (check box, add fee as appropriate)	Postmark Here
<input type="checkbox"/> Return Receipt (hardcopy) \$0.00	
<input type="checkbox"/> Return Receipt (electronic) \$0.00	
<input type="checkbox"/> Certified Mail Restricted Delivery \$0.00	
<input type="checkbox"/> Adult Signature Required \$0.00	
<input type="checkbox"/> Adult Signature Restricted Delivery \$0.00	
Postage \$0.78	08/15/2025
Total Postage and Fees \$6.08	
Sent To: Property Owner 1285 Harbors Rd. Dacula, GA 30019	
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
Dacula, GA 30019	
Certified Mail Fee \$5.30	0726 04
Extra Services & Fees (check box, add fee as appropriate)	Postmark Here
<input type="checkbox"/> Return Receipt (hardcopy) \$0.00	
<input type="checkbox"/> Return Receipt (electronic) \$0.00	
<input type="checkbox"/> Certified Mail Restricted Delivery \$0.00	
<input type="checkbox"/> Adult Signature Required \$0.00	
<input type="checkbox"/> Adult Signature Restricted Delivery \$0.00	
Postage \$0.78	08/15/2025
Total Postage and Fees \$6.08	
Sent To: Property Owner 1285 Harbors Rd. Dacula, GA 30019	
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
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MEMO

TO: Mayor and City Council of the City of Dacula
FROM: Brittni Nix, City Administrator
DATE: September 26, 2025
SUBJECT: FFY-2026 LMIG Application

The roads within Brookton Downs Subdivision and Brookton Chase Court have deteriorated and are experiencing asphalt failures. As such, staff recommends utilizing the FFY-2026 Local Maintenance and Improvement Grant (LMIG) monies (\$100,548.04) to make asphalt pavement improvements to the 1.04 miles of roads. Said improvements are anticipated to include 6" deep patch milling sections of asphalt failures, standard 2 1/2" asphalt milling, asphalt repaving, replacing street signage, and restriping. The listed corrections would serve to bridge insufficient subsurface soil conditions while correcting failures in the existing roadway. The OPCC (Opinion of Probable Construction Cost) with 15% contingency totals \$982,712.95.

Staff requests a motion to authorize the Mayor to sign and submit the FFY-2026 LMIG Application to the Georgia Department of Transportation for their consideration.



September 24, 2025

Mr. Charles Arnhart
State Aid Coordinator
Georgia Department of Transportation
District 1 Office of Traffic Operations
1475 Jesse Jewell Pkwy NE, Suite 100
Gainesville, Georgia 30501

RE: LMIG Grant Application
2026 Program

Dear Mr. Arnhart:

Please find attached the completed LMIG 2026 Grant Application. The City of Dacula has identified Brookton Chase Court and Brookton Downs Subdivision (Brookton Drive, Brookton Lane, and Brookton Woods Way) that are in need of asphalt concrete pavement milling and repaving.

The asphalt pavement improvements project as identified in the application for Brookton Chase Court and Brookton Downs Subdivision (Brookton Drive, Brookton Lane, and Brookton Woods Way) is a total of 1.04 miles in length. The city plans to start preparing design documents in February of 2026 and construction beginning around April of 2026.

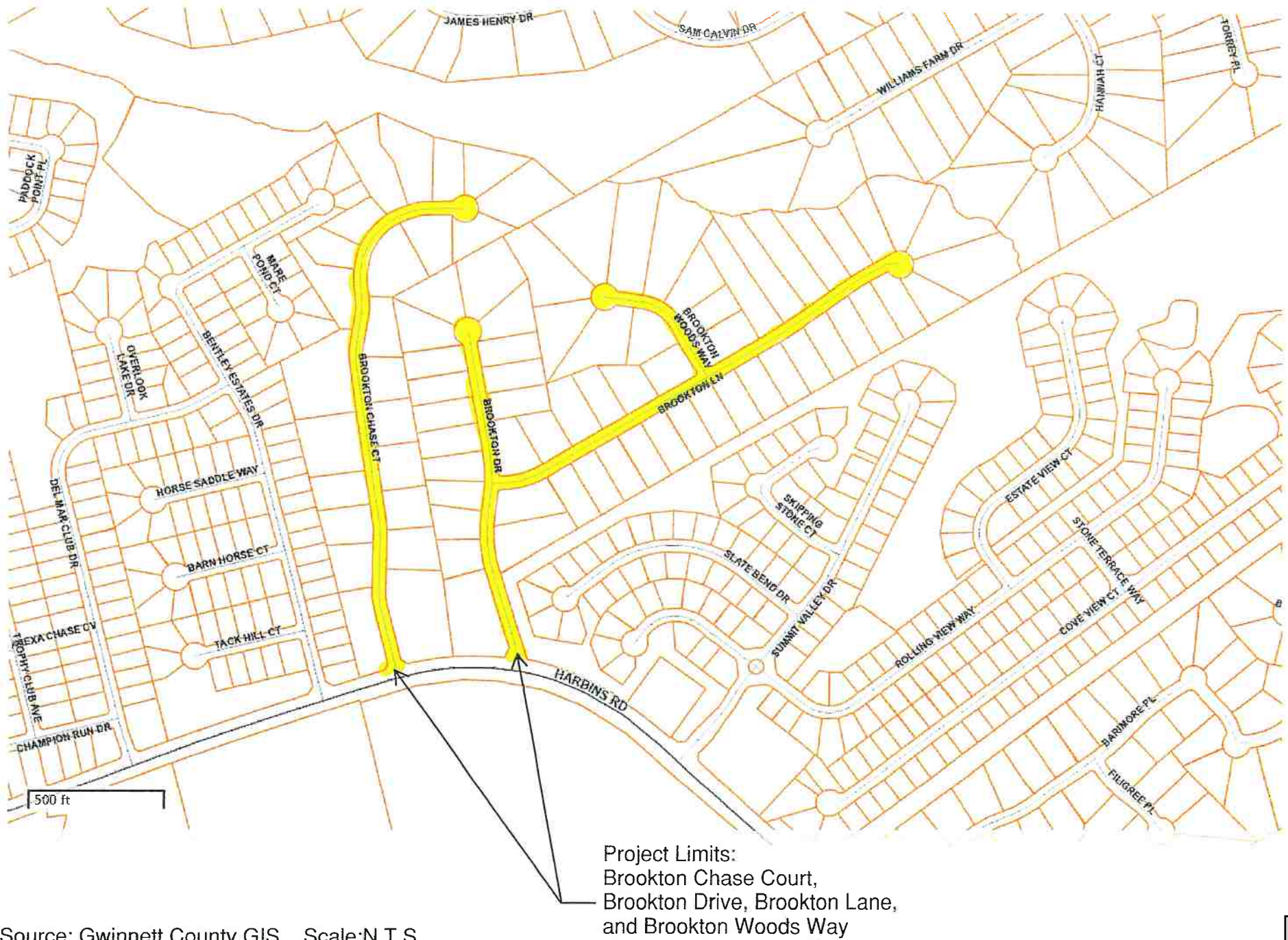
The status of previous funding for the City of Dacula includes:

- 1) 2023 LMIG Dacula Crossing Subdivision – Dacula Ridge Drive and Dacula Ridge Court.
Project is complete.
- 2) 2024 LMIG Brookton Place Subdivision Asphalt Milling and Repaving Project.
Project is complete.
- 3) 2025 LMIG Brookton North Subdivision Asphalt Milling and Repaving Project.
Project is complete.

If you have any questions, or require additional information, please call.

Sincerely,

Honorable Hugh D. King, III
Mayor, City of Dacula



Opinion of Probable Construction Cost					Date:	September 24, 2025
City of Dacula - 2026 LMIG - Brookton Chase Ct & Brookton Downs SD Milling & Repaving Improvements						
Activity		Unit	Labor \$ or LumpSum	Subtotal	Total	Misc Notes
Bonds and Traffic Control/Signage					\$ 45,000.00	
Bonds and Traffic Control/Signage	1	Ls	45,000.00	\$ 45,000.00		
Brookton Chase Court					\$ 293,057.00	* 23' wide ep/ep (2,000 L.F. +/-) = 5111 SY
Traffic Stop Bar	12	Lf	100.00	\$ 1,200.00		* (1) 76' dia. (ep/ep) end cul-de-sac = 504 SY
Stop Sign	1	Ea	500.00	\$ 500.00		
Street Sign	1	Ea	500.00	\$ 500.00		
Asphalt Milling (2-1/2")	5,615	Sy	\$ 6.00	\$ 33,690.00		
Asphalt Tack Coat	11,230	Sy	\$ 0.65	\$ 7,299.50		
Asphalt 'D' Mix (1")	5,615	Sy	\$ 12.50	\$ 70,187.50		
Asphalt 'F' Mix Surface Course 9.5 mm (1-1/2")	5,615	Sy	\$ 15.00	\$ 84,225.00		
Asphalt Deep Patch Milling (4")	2,246	Sy	\$ 10.00	\$ 22,460.00		* 40% of street needs deep patching
Asphalt Deep Patch Filling (4") 19.5 mm	2,246	Sy	\$ 32.50	\$ 72,995.00		
Brookton Downs SD - Brookton Drive					\$ 187,201.60	* 24' wide ep/ep (1,250 L.F. +/-) = 5111 SY
Traffic Stop Bar	12	Lf	100.00	\$ 1,200.00		* (1) 76' dia. (ep/ep) end cul-de-sac = 504 SY
Stop Sign	1	Ea	500.00	\$ 500.00		
Street Sign	1	Ea	500.00	\$ 500.00		
Storm Catch Basin Top Replacement	2	Ea	1,500.00	\$ 3,000.00		
Asphalt Milling (up to 4-1/2")	3,837	Sy	\$ 8.00	\$ 30,696.00		
Asphalt Tack Coat	7,674	Sy	\$ 0.65	\$ 4,988.10		
Asphalt 'D' Mix (1")	3,837	Sy	\$ 12.50	\$ 47,962.50		
Asphalt 'F' Mix Surface Course 9.5 mm (1-1/2")	3,837	Sy	\$ 15.00	\$ 57,555.00		
Asphalt Deep Patch Milling (4")	960	Sy	\$ 10.00	\$ 9,600.00		* 25% of street needs deep patching
Asphalt Deep Patch Filling (4") 19.5 mm	960	Sy	\$ 32.50	\$ 31,200.00		
Brookton Downs SD - Brookton Lane					\$ 242,360.20	* 24' wide ep/ep (1,710 L.F. +/-) = 5111 SY
Traffic Stop Bar	12	Lf	100.00	\$ 1,200.00		* (1) 76' dia. (ep/ep) end cul-de-sac = 504 SY
Stop Sign	1	Ea	500.00	\$ 500.00		
Street Sign	1	Ea	500.00	\$ 500.00		
Asphalt Milling (up to 4-1/2")	5,064	Sy	\$ 8.00	\$ 40,512.00		
Asphalt Tack Coat	10,128	Sy	\$ 0.65	\$ 6,583.20		
Asphalt 'D' Mix (1")	5,064	Sy	\$ 12.50	\$ 63,300.00		
Asphalt 'F' Mix Surface Course 9.5 mm (1-1/2")	5,064	Sy	\$ 15.00	\$ 75,960.00		
Asphalt Deep Patch Milling (4")	1,266	Sy	\$ 10.00	\$ 12,660.00		* 25% of street needs deep patching
Asphalt Deep Patch Filling (4") 19.5 mm	1,266	Sy	\$ 32.50	\$ 41,145.00		
Brookton Downs SD - Brookton Woods Way					\$ 80,614.20	* 24' wide ep/ep (525 L.F. +/-) = 5111 SY
Traffic Stop Bar	12	Lf	100.00	\$ 1,200.00		* (1) 76' dia. (ep/ep) end cul-de-sac = 504 SY
Stop Sign	1	Ea	500.00	\$ 500.00		
Street Sign	1	Ea	500.00	\$ 500.00		
Asphalt Milling (up to 4-1/2")	1,904	Sy	\$ 6.00	\$ 11,424.00		
Asphalt Tack Coat	3,808	Sy	\$ 0.65	\$ 2,475.20		
Asphalt 'D' Mix (1")	1,904	Sy	\$ 12.50	\$ 23,800.00		
Asphalt 'F' Mix Surface Course 9.5 mm (1-1/2")	1,904	Sy	\$ 15.00	\$ 28,560.00		
Asphalt Deep Patch Milling (4")	286	Sy	\$ 10.00	\$ 2,860.00		* 15% of street needs deep patching
Asphalt Deep Patch Filling (4") 19.5 mm	286	Sy	\$ 32.50	\$ 9,295.00		
Erosion Control					\$ 6,300.00	
Inlet Protection (Sd2-TYPE-F)	18	Ea	350.00	\$ 6,300.00		
					Cost: \$ 854,533.00	
					15% Contingency: \$ 128,179.95	
					Total Cost: \$ 982,712.95	
* All quantities listed are preliminary and approximate and shall be verified by the Contractor during Construction.						
* Does not include lowering or adjustment of any Utility Modifications in cost of this OPCC.						
* Road lengths are from edge of pavement at intersections to end cul-de-sacs. Cul-de-sac is added separately.						

SCOPE OF PROJECT

The Project location includes Brookton Chase Court & Brookton Downs Subdivision, more particularly Brookton Chase Court, Brookton Drive, Brookton Lane, and Brookton Woods Way. The Scope of the project is to make asphalt pavement improvements along the subdivision streets where asphalt pavement is deteriorating and failing. The City will deep patch mill portions of the streets where subgrade issues appear to be present. Afterwards the entire limits of the streets will undergo normal milling operations and then be repaved with new asphalt concrete pavement. Limits of work include all asphalt concrete pavements within right-of-way of City of Dacula for streets identified.

The City is seeking 2026 Local Maintenance & Improvement Grant (LMIG) funds to make asphalt concrete pavement improvements for the streets identified above by milling and repaving the streets, replacing street signage, and restriping stop bars and entrance areas. The paving scope will consist of 2-1/2" to 4" standard milling depending on the street and how much existing pavement is built up from the curb line. Then an additional 4" Deep Patch Milling will be performed to repair alligatored and deteriorating asphalt areas where marked by the city. After milling is complete, a tack coat will be applied over existing pavement areas at all deep patch locations prior to installing 4" of 25 mm Superpave Asphalt to fill the deep patch areas and make flush with remainder on milled pavement. A second tack coat will then be applied over the entire street prior to installing 1.0" of 'D' Mix Asphalt Binder Course, and then 1-1/2" Type 1 - 'F' Mix (9.5 mm) Asphalt Surface Course. All new pavement repairs shall have smooth transition with adjacent existing asphalt, curb and gutter, and residential driveways. Contractor shall then re-stripe stop bars and entrance striping to match existing conditions. Finally, new stop signs and street signs will be installed to replace ageing and faded signage.

The design calls for maintaining all existing grades and cross slope of streets when milling and repaving to promote positive drainage to curb and gutter and storm structures. Contractors will be required to build up and re-establish crown in centerline of street as needed. Two damaged storm catch basin tops will also be replaced as part of the scope of work.

The Opinion of Probable Construction Cost (OPCC) for all standard asphalt milling, deep patch milling, asphalt concrete repaving, storm catch basin top replacement, signage, and striping is \$982,712.95.



MEMO

TO: Mayor and City Council of the City of Dacula
FROM: Brittni Nix, City Administrator
DATE: September 26, 2025
SUBJECT: FFY-2026 CDBG Application

City staff prepared application materials to submit Drowning Creek Road to the Gwinnett County Community Development Block Grant Program for consideration. Drowning Creek Road has historically been used as a cut through road between Dacula and SR 316 and has developed alligatored crackling and potholes over time. The proposed improvement project for Drowning Creek Road includes 6" deep patch milling sections of asphalt failures, standard 2 1/2" asphalt milling, asphalt repaving, and the installation of new sidewalks between Tanner Road and the City limits (approximately 0.28 miles). The listed corrections would serve to bridge insufficient subsurface soil conditions while correcting failures in the existing roadway and connect existing sidewalks. The OPCC (Opinion of Probable Construction Cost) with 15% contingency totals \$420,433.68.

Staff requests approval to submit the Drowning Creek Road Milling, Repaving, and Sidewalk Improvements project for 2026 Community Development Block Grant consideration.





RESOLUTION

WHEREAS, the City of Dacula desires to participate in the FFY 2026 Gwinnett County Community Development Block Grant Program. The City of Dacula wishes to submit a 2026 Gwinnett County Community Development Block Grant application for Drowning Creek Road located within the City limits. Drowning Creek Road is in need of asphalt milling and repaving, and sidewalk improvements. City considers the proposed work a high priority.

WHEREAS, the Dacula City Council has voted affirmatively and authorized the Mayor to sign and submit the 2026 Gwinnett County Community Development Block Grant application.

NOW THEREFORE, a motion was made, seconded, and unanimously approved October 2, 2025, authorizing Mayor King to sign all necessary documents on behalf of the City of Dacula for the FFY 2026 Gwinnett County Community Development Block Grant Application.

AND, it is so ordained, this 2nd day of October, 2025.

AYES:_____

NAYES:_____

SEAL

Hugh D. King, III, Mayor
City of Dacula

Brittini Nix, City Administrator
City of Dacula



2026 CDBG for City of Dacula
Drowning Creek Road - Milling, Repaving, and Sidewalk Improvements



Project Limits:
– Drowning Creek Road from
Tanner Road to City Limits

Scope of Project

The City of Dacula is currently making improvements to aging and deteriorated City Streets in low to moderate income areas within the City Limits of Dacula in Gwinnett County, Georgia. Drowning Creek Road is a two-way road that has deteriorated with alligatored cracking and potholes due to the amount of traffic utilizing the road. The road is in need of repair with milling and repaving. Drowning Creek Road serves as a major cut through road from Highway 316 to residential, commercial, and downtown areas of the City of Dacula. The road also provides access between Tanner Road and the future Rowen Development with its network of sidewalks and walking paths. Drowning Creek Road will be milled down and repaved. Curb & gutter, sidewalks, and storm drainage concrete flumes will be added to improve accessibility and drainage for residents and other users.

The project service area will include improvements to Drowning Creek Road from the intersection of Tanner Road and then east to the City Limits at the future Rowen Development where Drowning Creek Road has been redesigned and rebuilt to Highway 316. Drowning Creek Road is approximately 1,500 L.F. in length from Tanner Road to the City Limit line at the Rowen Development. Existing road is approximately 22' wide. Once improved with curb & gutter, the new road will be approximately 24' wide from edge of pavement to new back of curb. This project falls within the LMI Qualified Area for City of Dacula in Census tract 506.23, Block Group 3 in Gwinnett County according to the latest census.

The City is seeking 2026 (CDBG) Community Development Block Grant funds to improve Drowning Creek Road by milling, repaving, and adding curb & gutter, concrete flumes, and sidewalks to the road within the right-of-way owned by the City. Right-of-way width along Drowning Creek Road is approximately 80' wide. New curb and gutter will be installed on the north side of the road to accommodate the addition of sidewalks on the residential side of the road. Concrete flumes will be added to drain stormwater from the road into the existing ditch behind the proposed sidewalks.

The road will be milled approximately 2-1/2" to account for new pavement section depending on geotechnical results which will provide existing depth of pavement. 4" of additional Deep Patch Milling will then be applied to all alligatored and pothole areas for a total milled depth of 6-1/2". Deep Patch Milled areas will then be filled with 4" of 25 mm Superpave Asphalt Pavement prior to preparing entire street for repaving. A tack coat will then be applied prior to installing 1" of 'D' mix Asphalt Binder Course Pavement. An additional tack coat will then be applied prior to installing 1-1/2" Type 1 - 'F' mix (9.5 mm) Surface Course Pavement over the entire streets.

The Centerline of the streets shall be built up to create a positive crown in roadway sloping out to edge of pavement and gutter to provide for adequate drainage of the road.

New thermoplastic double yellow centerline striping, stop bar striping, and signage will also be installed. Traffic access to all street intersections and private driveways shall remain open at all times.

This project will benefit approximately 9 residential homes, multiple side streets and residential subdivisions along Tanner Road and other users who utilize Drowning Creek Road to access downtown City of Dacula from Highway 316 as well as the future Rowen Development. The Opinion of Probable Construction Costs (OPCC) for all milling, repaving, storm drainage, and sidewalks is approximately \$420,433.68.